

ASL I87-0101 21mar89

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment		3. Service <input type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location	5. Duty Station	1. Agency Position No. R8730000
Explanation (Show any positions replaced) Replaces R6783000, Flight Engineer, GS-2181-08		7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		6. OPM Certification No.
10. Position Status <input type="checkbox"/> Competitive <input checked="" type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (EO)		11. Position Is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 3-Critical Sensitive <input type="checkbox"/> 4-Special Sensitive		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
15. Classified/Graded by		Official Title of Position		Pay Plan	Occupational Code	Grade
a. U.S. Office of Personnel Management						
b. Department, Agency or Establishment		Flight Engineer (Instructor)		GS	2185	10
c. Second Level Review						
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						
16. Organizational Title of Position (if different from official title)				17. Name of Employee (if vacant, specify)		

18. Department, Agency, or Establishment National Guard Bureau		c. Third Subdivision Army Aviation Support Facility (AASF)	
a. First Subdivision State Adjutant General		d. Fourth Subdivision Training Operations Branch	
b. Second Subdivision Army National Guard		e. Fifth Subdivision	

Employee Review—This is an accurate description of the major duties and responsibilities of my position.

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor		b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)	
Signature	Date	Signature	Date

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.		22. Position Classification Standards Used in Classifying/Grading Position See Evaluation Statement	
Typed Name and Title of Official Taking Action Janice Bradley Position Classification Specialist		Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints, exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.	
Signature	Date		

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks

Item 10: 32 USC 709

25. Description of Major Duties and Responsibilities (See Attached)

25.

a. INTRODUCTION:

Position is located at the Army Aviation Support Facility (AASF), Training Operations Branch. The purpose of the position is to instruct and perform flight crew work supporting heavy multi-engine aircraft, and to provide assistance to the pilot in the overall operation of the aircraft. Primary aircraft include CH 54 **Tarhe** medium-lift helicopter. CH 47 Chinook medium-lift transport helicopter, and/or UH 60A **Black Hawk** transport helicopter. The aircrafts missions include combat service support airlift for movement of heavy supplies, vehicles, aircraft and equipment. troop **air** assaults: extractions and resupply of troops, and **aeromedical** evacuations: search and rescue: ice break: **mine** sweep: and air **support** of national disasters and state contingencies.

b. DUTIES AND RESPONSIBILITIES:

(1) **Serves as instructor/flight examiner providing** instruction, evaluation and examination on ground and operational training flights to develop and upgrade skills of aircrew members. Applying knowledge of the full range of aircrew duties and **responsibilities**, methods of **instruction** and **requirements** of the program, performs standardization. currency, instrument, proficiency, tactical, emergency and special tasks evaluation flights. Ensures prescribed programs of instruction for aircrew training is adequately covered in terms of course content, coverage, and scope of material presented. Adapts instruction to **proficiency** level of individuals being rated. Performs the following typical tasks: Assesses newly assigned individuals' level of experience and training through review of training records and/or proficiency flight evaluation to determine proficiency and skill status. Plans and conducts aircrew training program. **Prepares** formal course **outlines**. Schedules and conducts initial, refresher and continuing training, (**including** ground and flight instruction, procedures training). Provides training on in-flight planning and coordination responsibilities: operating principles and characteristics of major aircraft systems; aircraft parameters: operational/mission requirements: equipment **systems** operation/and troubleshooting; proper and correct methods of performing aircrew duties, e.g., use of **aircraft** performance **charts**, computation and aircraft weight and balance, techniques of aircraft internal loading, forms and records completion, arm and hand signals. ground handling of aircraft, use of ground **equipment**, techniques of normal and rapid (**hot**) refueling, armament rearming, passenger briefing, sling (external) loads, hoist operations, observer duties. and emergency procedures. Administers evaluation and determines **examinees** proficiency to perform duties as a crew member. Performs a **variety** of administrative functions associated with administration of the enlisted aircrew training program. Ensures all necessary course materials and training aids are available, technical and related publications are current, keeping crew members informed of **pertinent** changes.

(2) May perform duties of Flight Engineer which includes utilizing a knowledge of major aircraft systems associated with heavy multiengine aircraft, the interrelationships among these systems, and capabilities of the aircraft. Incumbent provides assistance to the pilot in preflight planning, monitoring adherence to flight plan, and operating aircraft engines and a wide variety of aircraft control systems, e.g., engine, fuel, electrical, hydraulic, fire suppression, environmental, pressurization, throughout the flight. Incumbent inspects condition and readiness of aircraft, accompanies pilots on preflight/in-flight inspections and aircraft test flights and operational checks. Operates and monitors aircraft control devices and indicators. Determines and monitors factors and data affecting performance of aircraft, such as temperature, altitude, humidity, field conditions, configuration and weight of aircraft, on aircraft takeoff, flight and landing, and keeps pilot informed. Computes fuel and cargo load, and weight and balance factors. Prepares for combination loads determining placement of cargo and passengers within weight and balance limitations. Prior to takeoff, insures cargo is properly secured, proper publications and emergency equipment are aboard as required. Uses, inspects and maintains aircraft installed mission equipment such as recovery hardware, slings, litters, etc. Assists in familiarizing crew members with operating procedures. Indoctrinates crew by briefing on mission equipment and use of life support equipment and safety emergency procedures. Ensures carry-on weapons are cleared and safe and that loose equipment, baggage and passengers are secured. Reports operational progress to pilot. During flight, updates and records in-flight performance data, observes warning indicators for system failure or malfunction performing aircraft systems operational checks. Operates test and troubleshooting systems. Assesses and diagnoses problems or malfunctions, reports abnormal conditions to pilot, and initiates corrective and/or emergency action. Provides direction to pilot during ground maneuvers. Directs off loading of cargo. Maintains records of operational equipment indicating flights, repairs, maintenance and inspections: coordinates with maintenance personnel on activities or discrepancies requiring action. May assist the pilot in the operation of communications/navigation equipment, performing basic navigation and map reading and checklist reading. Provides direction and operational progress to pilot regarding maneuvering the aircraft over objects for hoist and sling operations and in securing and releasing external cargo loads.

(3) Performs other duties as assigned

c. SUPERVISORY CONTROLS:

Serves under supervision of Chief, Training Operations, who provides general guidance on overall objectives to be achieved. Incumbent independently carries out work in accordance with existing guidance and established procedures depicted in operations manuals, safety directives, maintenance technical orders and manuals.

command directives and local operating procedures. Unusual problems are referred to supervisor for assistance. Work is evaluated through observation, counseling, review of computations of aircraft performance data, periodic and no-notice flight checks and written examination pertinent to duties and assigned aircraft.

EVALUATION STATEMENT

- A. Title, Series, and Grade: Flight Engineer, GS-2185-10
- B. Reference: USOPM PCS for Aircrew Technician Series, GS-2185, January 1988
- C. Background: OPM issued a new classification standard, GS-2185, for positions the primary duties are to instruct and perform flight engineering and loadmaster work. This guidance required all positions to be reviewed inasmuch as they are currently graded by use of GS-2181 occupational standard.

D. Series, Title and Grade Determination:

1. Series and Title: The primary duties of this position are to instruct and perform flight engineering and loadmaster work and assist the pilot in the operation of heavy multiengine aircraft. This work is substantially identical to the series coverage identified in the GS-2185 Aircrew Technician Series, dated January 1988, and is therefore appropriately allocated. In accordance with guidance contained in the GS-21.85 standard, Flight Engineer is the appropriate title when primarily involved in flight crew duties. Inasmuch as this position also serves as instructor and performs duties appropriately evaluated by Part II of the GS-2185 standard, a parenthetical title of (Instructor) is added. This guidance is provided on page 4 of the above referenced standard.

2. Grade: Grading criteria in the GS-2185 standard is designed to address skill requirements to perform work: the nature and variety of duties in terms of "typical" duties which relate to knowledge, skills, responsibilities; and hazards in the Job. Criteria describing performance of these duties must first be addressed before applying the standard crediting the instruction portion of the Job.

a. Knowledges and Skills Required: This position instructs and performs the full range of flight crew work supporting heavy multiengine aircraft, provides assistance to the pilot in overall operation of these aircraft, and performs aircraft loadmaster responsibilities. The aircrafts' missions range from combat service support airlift (including movement of heavy supplies, vehicles, other aircraft and equipment), transport of troops, ammo, equipment which supply combat units, troop air assaults, extraction and resupply of troops, and aeromedical evacuations. Incumbent is responsible to provide assistance to the pilot in flight planning, monitoring and operating engines, and a wide variety of aircraft control systems to include fuel, electrical, hydraulic, fire suppression, environmental, pressurization. These responsibilities are comparable to the GS-09 level, pages 21, 22 and 23 of the GS-2185 standard which states knowledges and skills are required of the overall performance of the aircraft, and an operational knowledge of aircraft systems and components such as propulsion, airframe, electrical, hydraulic and environmental systems. This position

exceeds lower levels of the standard. as described on page 22, first paragraph, which states primary responsibilities involve only specific functions, e.g., aircraft loadmaster. or aerial refueling, rather than for overall operation of the aircraft. The work reflected in this position does not exceed work descriptive of the GS-OS level.

b. Level of Responsibility: incumbent is directly responsible to assist the pilot in the operation of the aircraft which is comparable to criteria provided on page 23. As described at the lower levels, decisions relate specifically to loadmaster tasks or assisting in basic flight engineer assignments as opposed to overall operation of the aircraft and its critical systems. This responsibility is consistent with the GS-09 level.

c. Hazards Involved: The standard recognizes that the interrelationships of the flying assignment, mission operations and procedures associated with military flying assignments introduce a higher degree of hazard. The standard states transporting cargo is less hazardous. The influence of the mission requirements, however, which include those for tactical purposes, is representative of the degree of hazard reflected on page 23 at the GS-OS level.

d. Major duty #1 of the position description describes instruction and flight examination, and requires application of full performance level flight engineering knowledges and skills which equate to the GS-09 level. In accordance with provisions and grading criteria on pages 27 and 28, the grade of the position is one grade above the full performance for which instruction is provided, or GS-10.

e. Conclusion: Based on the above. the correct classification for this position is Flight Engineer (Instructor) GS-2185-10.

Name of Classifier: Janice Bradley Activity: NGB-ECA Date : 21 MAR 1999